



# LIMERICK DRAGONS HEALTH & SAFETY POLICY 2025



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## INTRODUCTION

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This document sets out Limerick Dragon's policy on health and safety in relation to all Club activities, both on and off the water.

As contained in the Club's Safety Statement, Limerick Dragons is fully committed to providing its members and visitors with a safe environment in which to enjoy dragon boat paddling. We adopt a "Safety First" attitude at all times in all activities and it is a core principle of the Club

### PARTICIPATION NOTICE

"Dragon boat paddling is an assumed risk water sport that may carry attendant risks. All members and visitors should be aware of and accept these risks; be responsible for their own actions and involvement; be safety conscious at all times; and fully understand they have a duty of care towards themselves and other participants"

Limerick Dragons has adopted the International Dragon Boat Federation (IDBF) Water Safety Policy (WSP) and where there is any ambiguity in the Club's policies or procedures the WSP shall govern. All members should read and be familiar with the WSP. Limerick Dragons has also adopted the IDBF Competition Regulations and Rules of Racing. These can be found at [www.dragonboat.sport](http://www.dragonboat.sport). It is a matter for each member to locate and read these documents.

Dragon boat paddlers vary in age, fitness levels, swimming ability and paddling skills. Limerick Dragons is committed to fostering an inclusive and safe environment for all to paddle.

## RESPONSIBILITIES OF CLUB MEMBERS

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- Individual Club members have a responsibility to comply with the Club's Safety Statement, Safety Policy and Risk Assessment and the practice and procedures contained therein in relation to its activities. They are responsible for their own welfare, and for the welfare of those around them.
- In all circumstances, club members must accept the instructions of the Club Committee and in particular the Safety Officer, helms, coaches and qualified walking leaders during all club activities. Failure of a member to do same or acting in a manner that could be considered dangerous could result in disciplinary procedures.
- In the event of a dispute in relation to an activity, the Club Secretary will make the final decision on the matter. The exception to this is when carrying out an activity wherein a qualified coach, instructor or helm leading the activity has a greater knowledge pertaining to the safety of the activity.
- No member shall be under the influence of alcohol or drugs (recreational or prescription) while participating in Club activities.

## RESPONSIBILITIES OF CLUB COMMITTEE

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- To communicate all emergency plans and procedures and policies and procedures that minimise/reduce the risk or injury or illness to all members of the Club.
- To complete the Safety Statement and Safety Policy, review them on an annual basis, and make the documents available to members on the website and on Stack.
- To have risk assessments carried out by the helms who will act as health and safety officers for the 2025/2026 season or until such that a Health & Safety Officer is appointed. The helms will ensure full commitment to safety on all Club water activities prior to March before the season opens and make them available to the members on the website.
- To ensure First Aid is supplied and the kit box is kept in good order and all stock in date
- To provide appropriate training to members before undertaking any club activity. Particular attention should be paid to beginners in high-risk activities and adequate supervision must always be provided during the activity.
- To ensure all persons involved in the instruction or coaching (helms, walking leaders etc.) are adequately qualified for the task.
- To ensure that each member has read the safety documents and all other documents with each member signing to confirm they have read and understood each document.

## CLUB EQUIPMENT

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All Club equipment must be safety checked and stocktake conducted before March prior to paddling season annually.

It is not permissible for club equipment to be loaned to members or to third parties who are not members of the Club.

All members must participate in pushing the boat to and from the river and to cleaning the boat after use before storage, unless they are prohibited on medical grounds

- Any damage to property must be reported to the Club Secretary. If a member fails to do so and they are found liable for the damage, the committee has the authority to take any action deemed necessary. An incident report document will be available on Stack for each member to use for reporting

## FIRST AID

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There must be at least one trained first aider, with an up-to-date certificate, present at all Club activities.

First Aiders are not authorised to dispense any form of medication to Club members.

Supplies of such items must not be kept in first aid boxes. Persons who require medication are responsible for their own prescribed medication and frequency of use. E.g. If you have asthma, it is the person's own responsibility to bring their inhaler

A first aid kit must be kept stocked and present at all water activities or major walking events

**ALL INCIDENTS** – accidents or near misses, no matter how minor, **MUST BE** reported to the Helm / Club-Secretary immediately and an Incident Report Form completed online on Stack

See below table for list of Helms. First Aiders for 2025/2026 season

Helms	First Aiders
Statia Byrnes	Vidette Molyneaux
Vidette Molyneaux	Sharon Doran
Niamh Ward	Mary Mulligan
Sharon Doran	Lisa Walsh

## BULLYING AND HARRASSMENT

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Limerick Dragons committee acknowledges the rights of all members and visitors to participate in activities in a secure and friendly environment. Bullying and harassment of any kind is unacceptable, and this is set down in in the Club's Constitution.

It is the responsibility of all members to foster an atmosphere of friendliness, kindness and inclusion. No bullying or involuntary criticism or comment either verbally or in writing will be acceptable to the group.

Our social media Policy is also covered under bullying and harassment. Any offence remarks/pictures that are used on WhatsApp, email, Facebook etc will not be tolerated. The Committee have the right to remove any offensive materials. Any such conduct will not be tolerated and subject to further investigation by the Club Secretary and/or Club Chairperson

## HAZARD AND RISK ASSESSMENT TERMINOLOGY

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Limerick Dragons is committed to minimising risks of harm or injury to its members, visitors and the environment. A Risk Assessment is conducted for all Club activities by the helms collectively and is updated annually.

It is important for all members to understand what a risk assessment is, and the language contained within.

Definitions included in hazard identification and risk assessment can include:

**RISK ASSESSMENT**: This is a process of evaluating and ranking the risks to health and safety arising from hazards at the Club activity/event. It involved estimating the magnitude (likelihood of occurrence coupled with the consequence i.e. severity of harm, injury or damage). Risks are ranked in the order of LOW, MEDIUM or HIGH. It must then be assessed whether the risk is acceptable or whether more precautions are needed to prevent harm. Risk -reducers are often known as “controls”.

**HAZARD**: A hazard is anything that could cause harm to persons or damage to property or the environment.

**HAZARDOUS EVENT**: A hazardous event takes place when someone, or something, interacts with the hazard and harm results.

**LIKELIHOOD**: Likelihood is the measure of the chance that the hazardous event will occur.

**CONSEQUENCE**: The consequence is the outcome of the hazardous event.

**RISK**: Risk is the combination of the likelihood of a hazardous event occurring and the consequence of the event.

**RESIDUAL RISK**: Residual risk is the amount of risk left over after the risks have been reduced

### **RISK = Likelihood x Consequence**

***The best policy is always to prevent an incident occurring in the first place rather than trying to deal with the consequences afterwards.***

Risk assessments are required for each and EVERY event that Limerick Dragons arranges. The risk assessments are the responsibility of the Helms collectively for water-based activities or the organiser of other events.

NO ACTIVITIES ARE ALLOWED TO START UNTIL THE ASSESSMENTS ARE DONE AND FOWARDED TO THE COMMITTEE FOR SIGN OFF.

# PROCEDURE FOR MOVING THE DRAGON BOAT FROM STORAGE CONTAINER TO THE WATER AT THE SHIPYARD

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## 1A) CLEEVES SHIPYARD

These steps are to be followed by all members in relation to the use of Cleeves Shipyards

- Member's cars to be parked away from the container-
- Ensure no belongings are left in view in cars, they are parked at owner's risk
- Ensure cars are locked
- Key for the container is held by each qualified Helm This needs to be put in the Helm sheet.
- The container can only be opened when 2 or more members are present
- Ensure both container doors are immediately secured by the attached chains when opened at the side of container to avoid injury from swinging doors
- The helm will instruct members to take charge of tyres, paddles, mats, towels and all other items necessary
- All Paddlers and visitors for the day must sign in and Helm to confirm attendance and complete sign sheet through Stack App.
- Visitors are required to fill out the Visitor Sign in Form online in insure they totally indemnify Limerick Dragons
- All gear bags are to be left at the rear of the container to avoid any trips and falls
- Helms to complete a visual check for personal floatation devices (PFD), suitable attire of each member to include footwear and members with long hair secured before leaving shipyard. – no crocs/flip flops/wellingtons allowed.
- Long nails are not advised, and members are advised to wear gloves
- The wearing of jewellery and glasses are at the owner's risk
- Each member to place a paddle for themselves in the boat
- The helm checks throw lines and oar are in the boat and all ropes onboard are wrapped securely and recorded on sign sheet
- Ensure black mat is placed in centre of boat rows 5 & 6
- Ensure 2 bailers are placed in the boat
- Each member is advised to have a screw top bottle of water onboard but no glass allowed.
- All new try outs to be advised that it is best to wear cropped pants water shoes/ old runner, water, sun protection etc
- Coaches to discuss plan for the paddling session prior to starting
- Helm and/or the Safety Officer-have the right to cancel any and all events if they have any concerns over safety
- The Coach, Helm and/or Safety Officer have the right to ask any member to withdraw from any activity if they have any concern over safety.
- First time paddlers will only be invited on Saturday mornings and will be asked to attend a minimum of 30 minutes in advance so the coaches can explain; wearing a

buoyancy aid, holding the paddle, correct entry to the boat, sitting position, feet position, technical terms of paddling

A qualified Helm is in charge of overseeing the movement of the boat at all times. All members must follow this procedure and the instruction of the Helm.

### 1B) BOAT REMOVAL

- Insert ramp only when all paddlers are present
- 2 tyres are placed outside the container which will be placed in the boat once it is out of the container. These tyres will be brought to the water slipway and placed between rows 5 and 6
- Guests do not take out the boat (unless they are from other clubs and are familiar with dragon boats)
- 8 to 10 paddles are to guide the boat out of the container under instruction from a Helm
- Oar is placed in the boat and the VHF radio
- Container to be locked and the helm stores the key, confirm checklist on sign in sheet.

### 1C) HELMS TO CHECK BEFORE EACH PADDLING SESSION:

- The helm completes the full online inspection questionnaire including the ESB readings of water height and turbines operating, the predicted wind on Met Eirinn app, appoints a member to operate to the VHF Radio, a first aid official.

That the head, tail, drum and the drummer's seat are securely fitted

- That there are no loose ropes, particularly at the drummer's feet
- That the boat is not leaking and that there are bailers in it and available for use
- That the bow and stern mooring ropes are securely fastened
- That the throw rope is fit for function
- That there are sufficient paddlers (experienced) to take the boat out safely

### 1D) MOVING OF DRAGON BOAT TO SLIPWAY

This procedure must be followed to ensure all members, and the boat are transferred safely from Cleaves Shipyard to the water slipway.

- The boat is on a trolley and this takes most of the weight. Demonstrate to new members to hold the boat in grooves inside the boat to avoid damage to the boat
- One member, wearing Hi-Viz vest will walk in front of the boat once we go onto the road. Another member also in a Hi-Viz vest will bring up the rear.
- The member in front of the boat will ensure no traffic is coming to allow for safe movement of the boat onto the road
- There is one speed ramp on the road. Ensure people at the rear of the boat push down on the boat as we go onto the ramp to take the load off the members in front

- Once the boat is around the corner, the person at the front of the boat will ensure there is no oncoming traffic to allow the boat to cross the road to the slipway
- Stop the boat at the top of the slipway, check slipway for any hazards before bringing the boat to the water
- At this point the Helm should explain the Buddy System and the coach lead a warm-up themselves or appoints another knowledgeable member to do so.

## WARM UP

1. Side Shuffle with Arm Swings
2. Leg Swings
3. Arm Circles/Single Arm Swings
4. Gorilla Swings
5. Sit and Sweep
6. Hand Movements upper Body Activation



Side Shuffle with arm swing, good way to loosen up the upper and lower body, if tight for space

Can do Jumping jack.



Use a Wall or Partner, and LEG SWINGS, and think of driving forward with your hip. Aim to feel light engagement with your hamstrings but not so much as its painful.



Arm Circles to engage the ROTATOR CUFF. As well as stretching your Traps and Deltoids.



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Swinging your arms in opposite directions and add a bit of a bounce with your top hand.  
This stretches your pectoral muscles and internal rotator Cuff



Light movement based on momentum. Control your arm swings by rotating from your hips. You will loosen your shoulders and upper back by engaging your hips and lower back.



Stretch your hamstring and engage your lower back. Put one foot in front of the other with your heel on the ground and toes up. Then drop your hips down and back to feel your hamstring stretch. Sweep your arms beside your knees whilst maintaining a strong core and flat back.



Stack your fists on top of each other. This engages shoulder and lat muscles. Repeat these movements left and right side as well.



## 1E) PROCEDURE BEFORE LOADING THE DRAGON BOAT

Prior to boarding the dragon boat, the Boat Helm must ensure all crew members comply with the advice given in the IDBF Water Safety Policy (WSP) concerning Dragon Boat Crews in competition and in training situations

- Helms should schedule paddling for 2 hours before high tides
- The Helm establishes the direction the boat is going and the length of time on the water, this is then relayed on the VHF radio by a member appointed by the helm.
- Ensure a minimum of 10 paddlers are available plus Helm. Use Stack for this confirmation
- If the Helm and/or Safety Office or Coach has concerns about the behaviour of a member he/she can draw him/her aside and ascertain if there is a problem. If she/he feels there remains an issue they can ask the member to stand down and withdraw from paddling on this occasion. An Incident Report is written online on Stack and issued to the Secretary as soon as possible but no longer than 48 hours
- Likewise, if the Helm/Safety Officer is not happy with the training session and/or safety of the crew she/he has the right terminate the session and return the boat to land. An Incident Report is written online on Stack and issued to the Secretary as soon as possible but no longer than 48 hours.
- Ensure Helm or agreed senior paddler has a fully charged ~~mobile phone~~ VHF Radio ~~with emergency numbers stored~~ (see Emergency Procedures for Dragon Boat Crew)
- All crew are wearing an appropriate and approved Personal Flotation Device (Aid) (PFD/A)
- Non-swimmers, weak swimmers and individuals with medical conditions have been identified to the Helm and Coach
- The buddy system has been implemented (see "Capsized Boat")
- No crew members have been consuming alcohol or drugs
- No crew member is wearing anything that that may get caught and cause injury i.e. jewellery and long hair, open jackets etc.
- All crew members are "fit to be on the water".
- The total number in the boat has been communicated to the Helm
- All crew members are aware of the emergency signals in the event of a Paddler overboard or a medical emergency
- If no rescue boat available, dragon boat not to operate 50 metres from any point of landing unless the helm is known to be extremely experienced
- Ensure boat has water bailers
- Ensure boat has 2 throw lines
- **All members must** attend a water safety training session annually to ensure they can comply with the regulations to ensure they can tread **50m of water in a buoyancy aid without assistance.**
- All members with their own privately owned PFD must take responsibility for ensuring that they are up to standard.

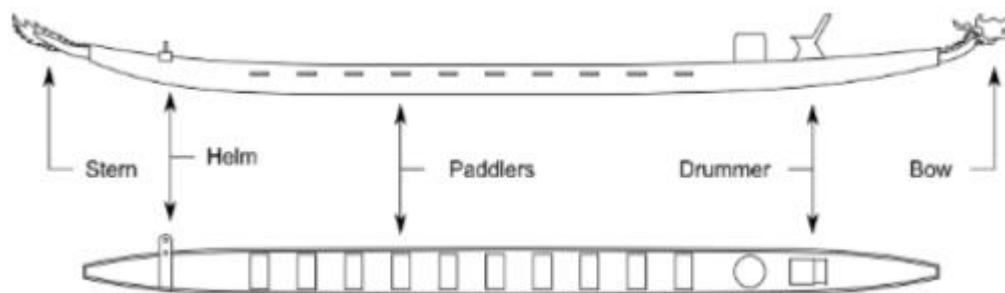
- The Safety Officer / Helm to check these Clubs PFD annually to ensure they are up to standard. All Club PFD will be checked annually and reported in writing to the Secretary. Members using their own PFDs are responsible for ensuring they are up to standard at all times and agree to indemnify the Club in this regard.

## 1F) PROCEDURE FOR LAUNCHING THE DRAGON BOAT

Follow the procedure below and the instructions of the Helm:

- The rubber mat is placed in position at the edge of the water and 2 tyres are put in position on the water line of slipway
- The trolley is lowered towards the water, 2 paddlers control the trolley with ropes
- Allow the boat to glide in
- The guide ropes from the boat are held by 2 other paddlers whilst the boat is on the slipway
- The people in charge of the trolley remove it once the boat is launched from the slipway along with the 2 tyres and they are locked to the railings above
- The boat is guided parallel to the slipway
- Helm ensures the oar is correctly fastened to the boat

## 1G) PROCEDURE FOR LOADING THE DRAGON BOAT



The most likely time a boat may capsize is when paddlers are loading into or getting out of a dragon boat. The following guidelines should be observed (be aware of the type of boat you are loading and the requirements for that boat design):

**Water Edge** - If loading from the water edge the back of the dragon boat should be in the water. - Two paddlers (usually the strokes) hold the front of the dragon boat steady whilst paddlers board. The Helm boards first, followed sequentially by paddlers from the back seat to the front seat.

**Dock / Jetty / Pier** - Boats that are loaded from a dock, jetty or pier require the paddlers to load and unload from the front of the dragon boat (bench 1 and drummer and helm first and then in an orderly fashion, one seat at a time).

### **All Loading** - When loading and unloading, paddlers should:

- Be instructed to keep their weight low and avoid erratic movements when moving through the dragon boat.
- Step over each seat holding both side of boat until you reach your seat.
- The first paddler to arrive at a seat must sit in the middle of the seat and only when their paddling partner is about to sit down should they move to their paddling side.
- All paddlers should know their buddy seated next to them.
- In the event of a capsize or sinking, the drummer is looked after by the first bench and the Helm by the last bench.
- Remember you and your buddy's safety depends upon you recognising each other and working as a team.
- As soon as paddlers are seated, they should have their paddles in the Paddles Flat position.
- Once all paddlers are seated, the Helm must complete a head count. Number 1 is the drummer, followed by Seat 1 (number 2 left, number 3 right), Seat 2 (number 4 left, number 5 right), etc. until you reach the last person on the boat which is the sweep / helm
- Note: If there is no drummer then Number 1 becomes the left stroker.

## **RATIO OF EXPERIENCED PADDLERS TO NOVICE PADDLERS**

Total Paddlers on Board	20	19	18	17	16	15	14	13	12	11	10
Experienced Club Paddlers	15	14	14	13	12	12	11	10	9	8	8
Novice Paddlers (Maximum)	5	5	4	4	4	3	3	3	3	3	2

### **1H) PROCEDURE TO BALANCE THE BOAT FOR HELMS**

An unbalanced boat is hard to steer, is uncomfortable for paddlers and is not safe. The steering of the boat will be affected if the boat is unbalanced and it will increase the risk of the boat tipping, and a paddler getting injured.

If someone is required to move in order to achieve balance of the boat, move them before the boat leaves the shoreline. The balance needs to be not only left to right, but we also don't want the bow (front of the boat) to be too heavy or the boat will plough.

To determine whether or not the boat is balanced, have paddlers go to the paddles up (or attention) position, and then lower their paddles to the start position – it is critical that paddlers perform these movements precisely at the same time.

The first position proves whether the boat will be stable when paddlers are sitting with their weight centred inward and the second position proves whether the boat will remain stable once the paddlers lean out.

If after leaving the shore the dragon boat is still unbalanced, stop the dragon boat and make further adjustments

## PROCEDURE FOR HELM CONDUCTING A SAFETY DRILL

This is the responsibility of the Helm once the boat is loaded.

1. Have the crew number off from the front of the dragon boat starting at the drummer then left to right (if no drummer then the numbering starts at the first bench occupied from left to right).
2. Have the crew know who is sitting next to them and in front and behind them.
3. The helm appoints a member to take charge of the VHH Radio
4. The first bench is responsible for the drummer and the last bench is responsible for the Helm.
5. In the event of a capsize paddles are to release their paddles and each paddler should immediately account for their buddy.
6. The Helm will have the crew number off again.
7. The Crew are to stay with the dragon boat using it as a floating platform as long as the crew are spaced evenly around it or until either Helm or a rescue boat (if present) give direction on how to get back to shore.
8. If the Helm decides that the crew are to swim back to shore, they are all to do so using the buddy system in pairs.
9. The Helm may decide that the crew can swim back to shore, this should only be done under the control of the Helm and when the swimmers are capable and not at risk.
10. Once all the crew are back on shore have them all count off again, staying together until the Helm releases everyone together.

## PROCEDURE FOR BRINGING BOAT BACK ON LAND

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Follow the procedure below and the instructions of the Helm:

- Helm will guide the boat into slip way, this will vary depending on water levels i.e. nose first or parallel to the slip way
- Once close to slip way, front paddler will get out of boat onto the slipway and will be passed out the guide rope.
- The next paddler to get out of the boat will be passed out the other guide rope.
- Once helm is satisfied that we can get out of the boat we will do so from front to back one at a time, leaving their paddlers in the boat so that they have both hands free.
- Helm to untie oar and place in boat.
- The Helm gives instruction to the member in charge of the VHF radio to confirm a safe landing
- Two paddlers that on the slip way will get the trolley which is guided by a rope at either side and bring down to the water's edge.

- One paddler will get the tyres and position again at water edge.
- Once all paddlers are out of the boat, the guide ropes will be used to centre the boat to the trolley.
- With even numbers either side of the boat, it is guided up onto the trolley. This requires minimum effort as we use the buoyancy of the water.
- Ensure boat is cantered at row 5 and 6, which is the centre of the boat.
- We then push the boat the trolley back up the slip way.
- As we come up the incline people at front of the boat push down at front until we reach level ground at top of slip way.
- Two paddlers get the mat and the tyres and place in centre of boat between rows 5 and 6.
- The two people providing traffic control will put back on high visibility vests and again one at front of boat and one at the rear.
- The person at the front will ensure that there is no traffic coming or stop traffic momentarily to allow us to walk the boat back up the road.
- As we come to the gate of Cleaves Shipyard, the boat will need to come across the white line in order to make the turn in. The person in front and the person at rear of boat to ensure traffic is stopped to allow this.

## PROCEDURE FOR PUTTING THE BOAT BACK IN THE CONTAINER

Follow the procedure below and the instructions of the Helm:

- Container is reopened and doors secured.
- Ramps are put in place.
- The paddlers remove paddles, water bottles, oar, mat, tyres, etc from the boat and place at side of the container so avoid a fall hazard.
- All paddlers help to wipe down the boat using towels which are stored in the container, the boat and paddles are then thoroughly sprayed with the chemicals supplied
- Buoyancy aids are removed and sprayed before being hung up at back of the container.
- One person guides the trolley and boat into the container to ensure the wheels are in alignment with ramps.
- All hands-on boat to guide boat back into the container whilst still on the trolley.
- Oar is placed in the boat; mat is placed at centre of boat row 5 and 6.
- Paddles are hung back up
- Wet towels are taken away by members to wash and clean by a team member.
- Clear board of participants for this session
- Hand sanitizer used by all participants once above is completed.
- Ramps placed at side inside the container.
- Doors of container locked
- Ensure no rubbish is left in car park

## EMERGENCY PROCEDURES FOR DRAGON BOAT CREWS

The Helm or an appointed senior crew member must carry a fully charged mobile phone on board in case of an emergency and know the emergency numbers to call

EMERGENCY NUMBERS	
AGENCY	PHONE NUMBER/S
Emergency Services	999/112

### PADDLER OVERBOARD

Paddler overboard means a Crew Member has fallen out of the boat. The Helm shouts '**STOP THE BOAT**'. The Helm uses the throw bag, if required, to pull the paddler out of danger. If successfully returned to the boat, then he or she should be floated at the side of the dragon boat and re- enter the boat, with the assistance of the Crew.

### CAPSIZED BOAT



#### BUDDY SYSTEM

The Buddy System allows the crew to be checked quickly following a capsize.

- Each person in the boat is paired with the person on the same seat and is given a number by numbering off from the front.
- The 'Stroke Pair' (first pair) in the boat are responsible for the Drummer and the 'rear pair' (last pair) for the Helm.
- In the event of a capsize, each person's first responsibility is to ensure that their partner is safe and well.

If the Dragon Boat Capsizes, each pair of paddlers must immediately account for their buddies, to ensure that no one is trapped under the overturned hull, lost or injured. The member in charge of the boat uses the VHF radio to alert the emergency services.

The Helm must account for every crew member by calling out pair numbers and checking everyone answers "OK". The Helm ensures that the number of crew corresponds with the count made when the boat was loaded.

**If the boat is too far out, then paddlers should stay with the boat and the responsible member call for help on the VHF Radio**

Conduct head counts immediately after capsize, and every 5 minutes thereafter until everyone is confirmed to have made it back to the shore

### PROCEDURE FOR USING THROW LINES

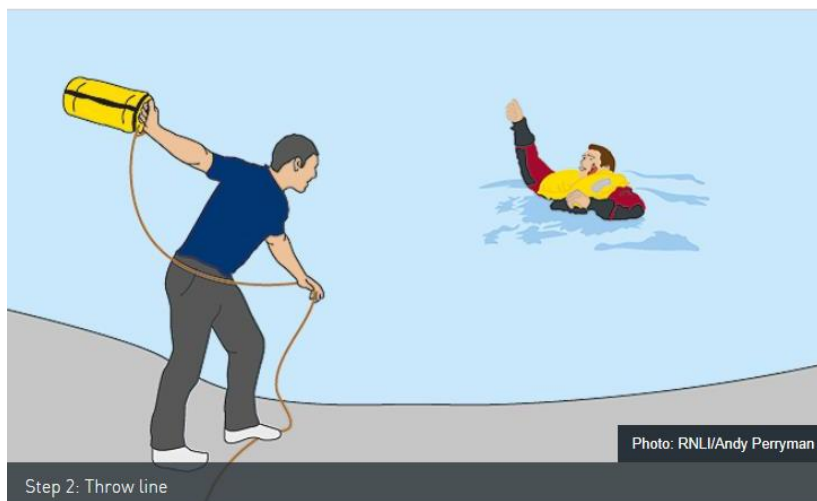
Practice on dry land will be required to get the hang on it before any member can even think of using it for rescuing purposes.

Person in water – Get Persons Attention, once you have that shout “throw, throw, throw”



### Throw the Line

Ensure that the end of the rope is looped around one hand (or stand on same, as in picture) and the bag in the other. Aim to get the line to land across the person's body

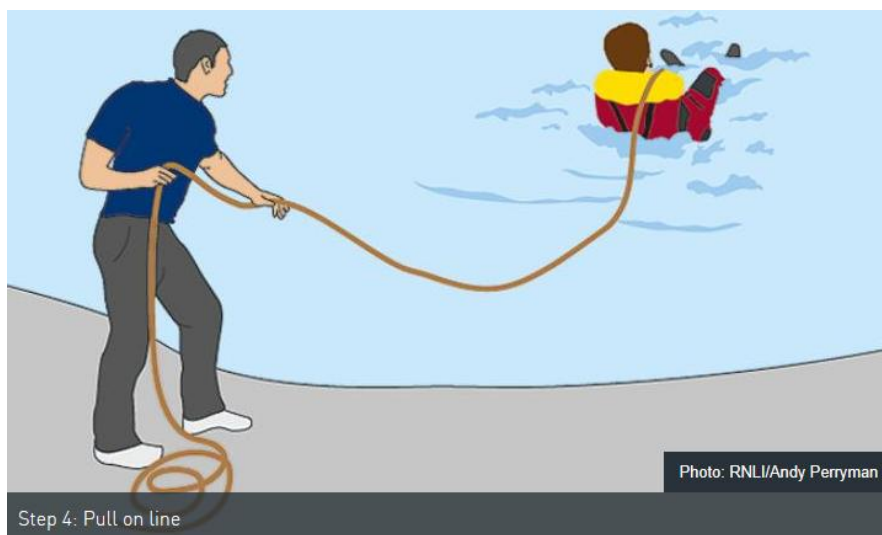


### Give Instructions

Shout to the casualty: 'Hold onto the line,' followed by: 'Roll onto your back,' then: 'Put the line over your shoulder.'



### Pull-On Line:



Pull the casualty towards you using both hands. Just before they reach the side tell them to roll onto their front, so they don't bang their head.

## BE AWARE OF YOUR WATERWAY

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Become familiar with the depths of the waterway.

- Are there any shallow places you need to avoid?
- Are there rocks out from the bank that are submerged?
- How sharply does the water drop off from the Slipway?
- How does the wind affect the river?
- Are there other events happening on the river and how do they affect your crew?

- If a member discovers a new snag, submerged tree or rock, they must report it to all Helms

## MARITIME RULES

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All water traffic all over the world follows the same rules, whether on the open ocean or within enclosed waters.

- Always travel in an anti-clockwise fashion i.e. keep to the right.
- Always keep approaching traffic on your left.
- You should always have the closest shore on your right
- All other traffic will expect you to follow these rules at all times. If you are not following these rules and you are involved in an accident, you will automatically be at fault.
- Where waterways are crowded, it can be difficult to do this, especially if others are not complying – but do your best to comply at all times. In low visibility conditions (night, mist etc) take extra care to follow these rules so you will be where other traffic expects you to be.
- A Dragon Boat is considered a power boat.
- Rowers on the water are faster than you, quieter than you and they are travelling backwards. Helms need to be aware of where they are in relation to the boat and always give them the right of way.
- Swimmers can be identified by the buoys above the water.
- Never go out in (or when predicted as impending) a lightning storm or in water conditions that you do not feel confident in. If a lightning storm has occurred, then you must wait 30 minutes from the last flash of lightning before you can proceed on to the water.
- It is strongly recommended that all Helms learn to read the environmental indicators before they determine it is safe to go out. The condition of the water and the strength and direction of the wind are the key considerations. It is not advisable that new sweeps go out in windy conditions, however, as they become more capable, the decision should be determined by ability and experience as a Helm, upon the experience and fitness of the crew, and upon the conditions of the water and wind. If conditions are poor and the Helm decides to go out, modify the route, stay much closer to shore at all times and make sure to advise a responsible party on shore of the proposed session, the routes and the estimated time of return, after which time the alarm should be raised.

## PROCEDURE FOR PADDLING THE DRAGON BOAT FROM O'BRIENS BRIDGE

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### 2A) Procedure for removing cover from boat in O'Briens Bridge

Removing and Placing Cover on boat is a 2-person task and must not be completed by any 1 single member. The following steps are to be taken:

- The cover of the boat is held in place with clips on both sides of boat. The cover needs to be safely removed and stored.
- In the case of OBB it is necessary for a member to enter the water to ensure safe removal. Water at the point of entry is no more than half foot deep. Any member entering the water are encouraged to wear dry suit where possible. If not, water shoes should be worn.
- The cover should be removed starting from bow of boat and folded backwards to stern. This is then lifted and folded over. The cover should be stored in dry place and kept in safe place while paddling.
- Before replacing the cover, the boat should be cleared of any spillages/water and wiped down with dry cloths.
- To replace the cover starting point should be stern of boat unfolding the cover back towards the bow of boat securing clips in place.
- Manual Handling techniques should be followed at all times when lifting and replacing cover.

### 2B) Procedure for members travelling to O'Briens Bridge

- All members are encouraged to park at the playground carpark and walk down the bank to the fairy garden.
- Ensure no belongings are left in view in cars, they are parked at owner's risk
- Ensure cars are locked as they are parked at the owner's risk.
- All members need to be aware that they are walking on public property and therefore Limerick Dragons are not liable for any slips/falls.
- All Paddlers and visitors for the day must sign in and Helm to confirm attendance and complete sign sheet through Stack App.
- Visitors are required to fill out the Visitor Sign in Form online in ~~insure they have that~~ ~~totally indemnity~~ Limerick Dragons are totally indemnified
- Any personal property left in the container at the fairy garden are left at owner's risk. Please ensure all items are stored correctly to avoid any trips and falls.

## 2C) Procedure before paddling commences

- Helms to complete a visual check for personal floatation devices (PFD), suitable attire of each member to include footwear and members with long hair secured before leaving shipyard. – no crocs/flip flops/wellingtons allowed.
- Long nails are not advised, and members are advised to wear gloves
- The wearing of jewellery and glasses are at the owner's risk
- The helm checks throw lines and oar are in the boat and all ropes onboard are wrapped securely and recorded on sign sheet
- Ensure 2 bailers are placed in the boat
- Each member is advised to have a bottle of water onboard but no glass allowed.
- All new try outs to be advised that it is best to wear cropped pants water shoes/ old runner, water, sun protection etc
- Coaches to discuss plan for the paddling session prior to starting
- Helm and/or the Safety Office and Coaches r-have the right to cancel any and all events if they have any concerns over safety
- The Coach, Helm and/or Safety Officer have the right to ask any member to withdraw from any activity if they have any concern over safety.
- First time paddlers will only be invited on Saturday mornings and will be asked to attend a minimum of 30 minutes in advance so the coaches can explain; wearing a buoyancy aid, holding the paddle, correct entry to the boat, sitting position, feet position, technical terms of paddling.
- The helm decides the direction of the paddle and the estimated time on the water, The helm then advises one member to take charge of the VHF radio
- Once the Helm has confirmed happy to proceed members should walk to St Michaels where they will embark boat from there.

A qualified Helm is in charge of overseeing the movement the boat at all times. All members must follow this procedure and instructions from the Helm.

- For OBB the steps on the bank opposite the fairy garden can be slippery. Each member using these steps does so at own risk.
- Helm will identify paddlers to bring the boat from fairy garden to St Michaels. These paddlers should only proceed if they are happy to navigate these steps. All other members are instructed to walk along bank until reach St Michaels. The Helm will instruct theses paddlers on the warm u exercises before entering the boat
- The Coaches will gather the members at St. Michaels and carry out the warm u exercises and advise the crew of the paddling plan for the day.
- Once the boat is moored at St Michaels all members should disembark.
- Loading the boat as outlined above

For loading boat please follow guidelines on 1G on page 15.

Carry out warm up session as outlined on pages 9-15.

Following the paddling session the Coach will ask all members present to participate in exercises and ask for their opinion on the session.

## APPENDIX LIST

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Appendix #	Document Name
<b>Appendix 01</b>	Dragon Risk Assessment – current signed version
<b>Appendix 02</b>	Dragon Boat Sign-In Form
<b>Appendix 03</b>	Visitor Sign-In Form
<b>Appendix 04</b>	Nordic Walking Sign-In Form
<b>Appendix 05</b>	Aquatics Sign-In Form
<b>Appendix 06</b>	Pool Water Safety Training Sign-In Form
<b>Appendix 07</b>	Manual Handling
<b>Appendix 08</b>	PFD Annual Check Form
<b>Appendix 09</b>	Incident Report Form
<b>Appendix 10</b>	Hypothermia Information Sheet

Review Date: 27/2/25 Molyneaux

Review Date: 2/3/2025 Louise Keogh

Review 30/03/2025 VRM

Review date 10/04/2025 VRM